

Information Technology Resource Management Council (ITRMC)
Access Idaho Steering Committee

Meeting Minutes

(Approved by Committee February 26, 2004)

January 22, 2004

The Access Idaho Steering Committee monthly meeting was held on Thursday, January 22, 2004, from 1:35 to 2:55 p.m., in Conference Room 155 of the LBJ Building, Boise, Idaho.

CALL TO ORDER, WELCOME

Chairman **Bill Farnsworth**, who welcomed members and others in attendance, called the meeting to order.

ATTENDANCE

Members Present:

Bill Farnsworth, ITRMC Staff
John McAllister, Department of Labor
Susan Simmons, Idaho Transportation Dept.
Rob Spofford, Department of Water Resources
Jeff Walker, Access Idaho

Absent Member(s):

Chuck Goodenough, Secretary of State's Office
Mark Little, Division of Purchasing

Others Present:

Jon Eckerle, Department of Administration
Emily Gales, ITRMC Staff

REPORT FROM ACCESS IDAHO

Jeff Walker, Access Idaho, reviewed the Access Idaho **General Manager's Report** (refer to handout: http://www2.state.id.us/itrmc/committees/accessidaho/gm_reports/dec03.pdf).

Discussion Item:

- "State store." There was some discussion regarding development of an application for agencies that wish to sell items via the Internet.

REVIEW OF SERVICE LEVEL AGREEMENTS (SLAs)

Committee members pointed out that some SLA completion dates were incorrect (2003 rather than 2004).

MOTION: Spofford moved and McAllister seconded a motion to approve Addendum F to the Idaho State Tax Commission SLA, pending the correction of completion dates where appropriate, and the motion passed unanimously.

MOTION: McAllister moved and Spofford seconded a motion to approve Addendum I to the Idaho Transportation Department SLA, pending the correction of completion dates where appropriate, and the motion passed unanimously.

NEW HOME PAGE DESIGN

Chairman Farnsworth and Walker reviewed a draft layout revision of the state homepage.

Discussion Items:

- Idaho Road Report. **Susan Simmons**, Idaho Transportation Department, expressed her desire for the Idaho Road Report to be present on the home page year-round.

- Unemployment insurance claims. **John McAllister**, Department of Labor, advised a large number of citizens accessed unemployment insurance claims links, and wondered the possibility of placing a related link on the home page.
- National security threat info. **Rob Spofford**, Department of Water Resources, inquired about placing the national security threat status on the home page.

IDAHO.GOV URL APPROVALS

Requests for Approval

Due to a procedural mix-up, Farnsworth again requested approval of several third-level domain names for approval (for more information, see December 4, 2003, meeting minutes:

<http://www2.state.id.us/itrmc/committees/accessidaho/minutes/m031204.htm#dot-gov>). A number of other third-level domain names were also up for approval.

Attendees briefly discussed the list of requested Uniform Resource Locators (URLs).

- Chairman Farnsworth advised he would organize a meeting with interested agency representatives regarding the logistics of establishing/maintaining a "mini portal" called '**business.idaho.gov**.'

MOTION: Spofford moved and McAllister seconded a motion to approve use of the following URLs by State of Idaho entities: '**business.idaho.gov**,' '**employee.idaho.gov**,' '**parksandrecreation.idaho.gov**,' '**dmv.idaho.gov**,' '**dmvonline.idaho.gov**,' '**drive.idaho.gov**,' '**education.idaho.gov**,' '**gis.idaho.gov**,' '**health.idaho.gov**,' '**insurance.idaho.gov**,' '**jobs.idaho.gov**,' '**license.idaho.gov**,' '**news.idaho.gov**,' '**recreation.idaho.gov**,' '**rural.idaho.gov**,' '**science.idaho.gov**,' '**secure.idaho.gov**,' '**security.idaho.gov**,' '**technology.idaho.gov**,' '**tour.idaho.gov**,' '**tourism.idaho.gov**,' '**travel.idaho.gov**,' '**trucking.idaho.gov**,' '**visit.idaho.gov**,' '**vote.idaho.gov**,' '**doc.idaho.gov**,' '**parole.idaho.gov**,' '**socb.idaho.gov**,' '**idahotax.idaho.gov**,' '**idahotaxcommission.idaho.gov**,' '**idahotaxes.idaho.gov**,' '**idtaxes.idaho.gov**,' '**bhs.idaho.gov**,' '**cdh.idaho.gov**,' and '**cdhd.idaho.gov**,' and the motion passed unanimously.

Jon Eckerle, Department of Administration, provided a review of '.gov'-related activities (i.e., requests, approvals) that had occurred since the adoption of ITRMC IT Policy 5020, '.Gov Domain'.

OTHER DISCUSSION ITEMS

- **Online Birth Certificates.** Per Chairman Farnsworth, Department of Health and Welfare Director Karl Kurtz was interested in making available online, the ordering of official copies of birth certificates.
- **GovDocs.** There was some discussion on the state's potential involvement with GovDocs, Inc. and use of its *GovDelivery*® E-mail Subscription Management system.

MOTION: McAllister moved and Spofford seconded a motion to approve the December 4, 2003, Access Idaho Meeting Minutes, and the motion passed unanimously.

ADJOURNMENT

As there was no other business to come before the Committee, Chairman Farnsworth thanked those in attendance and adjourned the meeting at 2:55 p.m. The next Access Idaho Steering Committee meeting was scheduled for Thursday, February 26, 2004, from 1:30 to 3:00 p.m. in Conference Room 155 of the LBJ Building, 650 West State Street, Boise.

Respectfully submitted,

Emily Gales, ITRMC Assistant